



Rome/Floyd Land Bank Authority Minutes

Friday, October 7, 2022

8:30 AM

Carnegie Building Training Room

Committee Members Present:

Harry Brock
J.R. Davis
LaDonna Collins
David Mathis
Rob Ware
Lowery May

Others:

Cindy Reed - City - Accountant, Grants/Internal Auditor
Toni Rhinehart - City - Finance Director
Meredith Ulmer - City - Assistant City Manager
Kevin Payne - County - Tax Commissioner
Bruce Ivey - County - Transportation & Utilities Division

Staff:

Bekki Fox - City - Community Development - Director
Amanda Carter - City - Community Development - Rome/Floyd Land Bank Authority Manager
Logan Drake - City - Community Development - Administrative Program Assistant

Welcome and Call to order:

Chairman David Mathis called the meeting to order at 8:34 AM. A quorum was established.

Approval of Minutes:

Mathis asked for any corrections to the September minutes. Rob Ware motioned to approve the minutes, which was seconded by Harry Brock. Motion carried.

Financial Report:

The financial report was distributed for review and presented by Toni Rhinehart, which details the cash balance as of September 30th and 2018-2022 YTD property taxes collected. Discussion was had.

Authority Updates:

Amanda Carter presented property updates. 1 Orchid Place and 410 Hardy Avenue now have clear title. 7 Forsyth Street is 45 days out and thus still in progress. Kevin Payne explained that while 420 Branham Avenue was initially thought to still be in progress, it was discovered that the property had been redeemed in June. Since the property was redeemed to the County instead of the Rome/Floyd Land Bank Authority (LBA), the County will send a check to the LBA.

As discussed at the previous regular meeting, Carter reminded everyone that the LBA will soon be working with Allie Jett of Jett Law Group. Staff has sent Jett the following properties to start clearing title on: 411 Superba Avenue, 0 Spring Creek Street, and 2 Blacks Bluff Road. 0 Line Street will be sent to Jett as well. Contracts are being drafted for the previously approved properties located at 34 Ross Street and 0 Smith Avenue.

At the previous meeting, the Board reviewed a counteroffer of \$500 made for parcel H19129 located at 0 Miller Mountain Road. Some were concerned that the parcel should be worth more with a clear title, but the potential

buyers, Doug and Sue Howell, were not interested in raising their price. A motion was previously made to approve the counteroffer, but no second was given. The discussion was then tabled. Discussion ensued again as The Howells are still interested in the \$500 offer. Staff confirmed with the Planning Department that the parcel is 60x90 and thus smaller than previously thought. The lot is too small for a septic tank and would be undevelopable without variances put in place. The Board acted as follows:

- Ware made a motion to add 0 Miller Mountain Road to the agenda in order to discuss a possible sale, which was seconded by Brock. Motion carried.

Fox updated everyone on contract details and pricing under Allie Jett of Jett Law Group. Jett's two-step process involves Foreclosure on the Right to Redeem, which costs \$1,500 plus expenses and Quiet Title Action, which costs an additional \$2,500. If more time were needed, Jett's hourly rate is \$325 or \$150 for a law clerk or paralegal. The LBA would send her a retainer of \$2,500 per parcel, upfront, which Jett would then deposit in a special account that holds the LBA's money only. Upon completion of services, Jett will refund any remaining amounts of retainer. Working with Jett will save the LBA time. After discussion, the Board acted as follows:

- Ware motioned to approve the contract with Allie Jett of Jett Law Group, while empowering Fox to sign on behalf of the LBA, which was seconded by Brock. Motion carried.

Carter next brought up the previously discussed properties located at 301 and 303 Walnut Avenue in Lindale, GA. The attorneys have reached out to the children involved but have either not received a response back or cooperation. The issue has been turned back over to Code Enforcement. A citation has not been issued yet considering one of the sisters originally involved is cooperating. Code Enforcement, however, is still attempting to reach the children to let them know they will be cited within 30 days if they do not start working with the attorney's office to discuss contracts. Updates will be given later.

LBA Committee Updates:

Carter provided copies of the October 2022 LBA Monthly Report which includes the most recent updates from the four LBA Committees. Discussion was had regarding Committee recommendations and decisions.

Finance Committee Updates:

Carter stated that the Finance Committee did not meet the month prior. The next meeting date will be announced on a later date.

Executive Committee Updates:

The Executive Committee met on October 4, 2022. After discussion, the Committee recommended that the LBA move forward with approving the contract/expenditure with the property management software, eProperty Plus for a total of \$17,000. Carter presented the LBA with an order form breaking the payment down into smaller sections. Discussion was had. Staff relayed answers provided by eProperty Plus to questions submitted by Board Members. Fox recommended the LBA sign a two-year contract. As the time to renew approaches, the LBA can discuss their satisfaction with the service provided. After discussion, the Board acted as follows:

- Ware motioned to approve the two-year contract with eProperty Plus and authorize Fox to sign on behalf of the LBA, which was seconded by Lowery May. Motion carried.

The Executive Committee also discussed the creation of LBA bylaws. Once the rough draft is finished, Board members will receive, review, and edit a copy of the bylaws. At the next Board meeting, the bylaws can be reviewed and approved.

Housing Development Committee Updates:

May led a discussion on the Housing Development Committee meeting that took place on October 4, 2022. Potential rehab projects at the following locations were reviewed and discussed: 312 Kingston Avenue and 2 Chester Avenue. The Committee recommended that the LBA grant Fox and Carter the authority to negotiate starting prices at the following: \$10,000.00 for the house located at 2 Chester Avenue and \$15,000 for the house located at 312 Kingston Avenue. Both homes would be rehabbed for affordable housing. Two prospective developers are interested. Each owner's current situation was noted. It was decided that the maximum negotiating price for 2 Chester Avenue will be \$30,000 and \$20,000 for 312 Kingston Avenue. The LBA agreed that any offer made is subject to clear title. The Land Bank will be responsible for attorney fees. After discussion, the Board acted as follows:

- Ware motioned to set a maximum negotiating price of \$30,000 for 2 Chester Avenue and \$20,000 for 312 Kingston Avenue, which was seconded by Brock.

RFPs have been sent out for 1 Orchid Place and 7 Forsyth Street for which affordable housing can be built. The Committee also discussed future plans for the following lots: 604 Pennington Avenue, 410 Hardy Avenue, and 412 Hardy Avenue. The next meeting will be held on November 15, 2022, at 8:30 AM unless the meeting is moved to the week of the Board meeting.

Program/Partnership Committee Updates:

LaDonna Collins led the discussion on the Program/Partnership Development Committee, who met on October 4, 2022. They met with Betsy Allgood of Habitat for Humanity to establish a partnership. The Committee gained knowledge of the application cycle, lot donations, swaps, property list, sponsorship process, labor, and volunteer work. Opportunities to build CHIP Homes exist along with donating land in the county for USDA loan builds. Another idea is to partner with GNTC for programs/labor. Another potential partnership is the RISE Independent Housing Program. One idea posed was to create "new owner" or "turnover" kits that will help people keep their homes in check. Another is to ask the community what they believe is needed using surveys and questionnaires. Kristi Kent can help with creating an online survey. The next meeting will be held on November 1, 2022, at 10:00 AM.

Additionally, Carter explained that the Committee recommended to the Board that new Committee members be added. They feel approving this would help to establish more relationships, programs, and build projects. The bylaws being drafted will address committee membership. A candidate would fill out an application and the Committee would then make a decision. After discussion, the Board acted as follows:

- Collins motioned to approve additional Committee members to the Program/Partnership Development Committee under the stipulation that the language is included in the future bylaws, which was seconded by May. Motion carried.

Executive Session- Property Purchase Requests:

Mathis stated it was unnecessary to enter Executive Session for the following requests. Carter and Fox presented the applications for property acquisition through the Land Bank Authority. The applications were discussed, and the outcome is listed as follows:

- **0 Miller Mountain Road (H19129)**

The previously mentioned discussion on the parcel located at 0 Miller Mountain Road was brought up again. The Board acted as follows:

- May moved to accept the Howell's counteroffer of \$500.00 for parcel H19129, subject to conveyance from Floyd County, which was seconded Brock. Motion carried.

- **0 St. Mary's Avenue (J13W283 & J13W277)**

The Board reviewed two separate applications submitted for the purchase of two vacant/wooded parcels. Both parcel J13W283 and J13W277 are listed as 0 St. Mary's Avenue. Mary Hightower and Sigmund White

made an offer of \$500 per parcel. Neither lot has street access. The pair's prescribed plan is to purchase for future development. Discussion was had. The Board acted as follows:

- Ware motioned to accept Mary Hightower and Sigmund White's offer of \$500 for parcel J13W283 and an additional \$500 for parcel J13W277, subject to conveyance from Floyd County, which was seconded by May. Motion carried.

Other Business:

The next regular meeting is scheduled for **Friday, November 4, 2022, at 8:30 AM.**

Adjourn:

There being no further business to discuss, Ware made a motion to adjourn the meeting, which was seconded by May. The meeting was adjourned at 9:24 AM.

Respectfully submitted,

Logan Drake
Recording Secretary